COMMUNITY DEVELOPMENT ADMINISTRATION

DESCRIPTION

Community Development Administration provides direction, management, and coordination of the county's development through the Departments of Building Inspections, Planning, Environmental Engineering, Transportation, Economic Development, Utilities, and the Community Development Block Grant (CDBG). As a regulatory division, responsibilities range from initial consultation, oversight of environmental impacts, and project information requests to approval by appropriate local, state, and federal agencies. Community Development Administration also works with citizen groups, the business community, and residents to resolve developmental and environmental disputes. Comprehensive program monitoring and project inspections are also routine functions.

FINANCIAL ACTIVITY

	FY2002 Actual	FY2003 Adopted	FY2004 Biennial Planned	FY2004 Adopted	Change FY2003 to FY2004	FY2005 Projected	FY2006 Projected	FY2007 Projected
Personnel	$538,287	$546,400	$546,400	$565,900	3.6%	$565,900	$565,900	$565,900
Operating	216,843	236,200	236,200	242,100	2.5%	242,100	242,100	242,100
Capital	4,809	0	0	0	0.0%	0	0	0
Total	$759,939	$782,600	$782,600	$808,000	3.2%	$808,000	$808,000	$808,000
Revenue	125,479	119,600	119,600	122,300	2.3%	122,300	122,300	122,300
Net Cost	$634,460	$663,000	$663,000	$685,700	3.4%	$685,700	$685,700	$685,700
FT Pos.	6	6	6	7	1	7	7	7

Note: One position was transferred from the "Unassigned" responsibility center to Community Development Administration in FY2003 for the Chesterfield Development Information System (CDIS) Posse administrator.

BUDGET ANALYSIS AND EVALUATION

The continued implementation of the Chesterfield Development Information System (CDIS) will have a tremendously positive impact on every Community Development department within the county. This relational database system allows county departments to share data pertaining to a specific parcel without redundant data entry into multiple systems for each department. Users in each department will have access to the information they need to complete work without having to contact other departments or wait for printouts to be delivered from other areas of the county campus. CDIS will eliminate the need for multiple sets of paper documents, such as building permits, site plans, and zoning applications, as these will be available on-line. CDIS will interface with the Geographic Information System (GIS) to provide enhanced capabilities in both systems.

All information will be available in a user-friendly format to enable the creation of customized reports for demographic and other statistical reporting requirements. The new system will also have the ability to handle transactions such as building permits and zoning applications over the Internet, an asset the county plans to utilize in the future. Interested parties will have the ability to download public information directly from their own computers. Implementation of the system is currently underway, with phases scheduled for completion in FY2003, FY2004, and FY2005.

The FY2004 budget for Community Development Administration includes modest increases for healthcare costs, employee merit increases, and increases in dues to the regional planning commissions. The department's budget also includes funds for the weed removal program. When

property owners do not respond to requests to cut weeds that are out of compliance with county code, Community Development staff hires contractors to cut the grass and bills the property owner for the associated costs. Anticipated revenues from the weed removal program are included in the department's budget as well.

Other revenues for Community Development Administration include reimbursements from affiliated organizations and enterprise funds for services provided by department personnel.

The department has made significant strides in its efforts to work with the business community, civic groups, and professional organizations. The county continues to host quarterly meetings with the development community to address issues facing these constituents. Community Development Administration has also coordinated several special projects to enhance the county as a regional leader. These include Black History celebrations, Confederate History and Heritage dialogues, the Asian American Society celebration, and the Hispanic Chamber of Commerce.

WHERE ARE WE GOING?

Community Development departments face many issues in the near future. Foremost is the need for office space. Currently, community development departments are located in several buildings across the county campus and in rental space in the nearby area. Several departments are leasing space to provide work areas for employees. This issue will be resolved with the construction of the proposed community development building that is scheduled for completion in fall 2005. For more information on

the building, see the FY2004-FY2010 Capital Improvement Program.

Growth across the county has a tremendous impact on this division. Residential growth in the county has contributed to increased traffic congestion, which may become a significant issue in future years. The development of the Route 288 corridor will also present challenges for the departments within Community Development.